

MEETING OF THE  
BOARD OF LIBRARY TRUSTEES  
DECEMBER 8, 2020  
Minutes

**Call to Order**

Chair Jonathan Gates called the meeting to order at 7:15 p.m., and in attendance were trustees Heather Calvin, Adam Delmolino, Kathy Fennelly, Amy Hampe, and Stephen Quinlan, and Joyce Radochia. Also in attendance were Andrea Nicolay, library director, and Anna Litten, assistant library director. Mr. Gates shared open meeting law information as it pertains to remote meetings.

**Community Time**

No members of the community were present.

**Approval of November 10 Meeting Minutes (vote)**

Ms. Hampe moved to approve the minutes as amended. Mr. Delmolino seconded the motion. Under guidance from the Attorney General's office, the Board held a roll call vote. Ms. Calvin voted aye, Mr. Gates voted aye, Ms. Fennelly voted aye, Mr. Gates voted aye, Mr. Quinlan voted aye. Ms. Radochia abstained. The Board approved the minutes as amended.

**Collection Development Policy (vote)**

The Board discussed the revised Collection Development Policy. Mr. Delmolino moved to approve the Collection Development Policy as amended. Ms. Calvin seconded the motion. The Board held a roll call vote. Ms. Fennelly voted aye, Mr. Gates voted aye, Ms. Hampe voted aye, Mr. Quinlan voted aye, Ms. Radochia voted aye. The Board approved the Collection Development Policy as amended.

**Restoration of Library Services Update**

Ms. Nicolay updated the Board on the current state of Library services. The Board requested additional information from the Health and Human Services Department regarding the decision to shut down the Robbins Library temporarily and move services to virtual in the wake of possible staff spread of the virus. The Board discussed the Restoration of Library Services Draft. Ms. Nicolay shared models for additional limited services including limited browsing and computer access. The Board discussed occupancy concerns, browsing guidelines, and ways to build a safe model for library use.

**FY22 Budget Review**

The Board reviewed the FY22 Budget Review presentation. Ms. Nicolay outlined the budget payroll request for an additional 17 hours of support for a Teen Services librarian. The Board discussed additions to the FY Budget presentation including Arlington Public Schools enrollment data, post-COVID context for library staffing, and case studies for successful teen programs.

#### **Director's Report**

The Board discussed the Director's Report, strategic planning consultants, art print consultants, the website survey, Arlington Reads Together program, and technology in the Children's area.

#### **Foundation Liaison Update**

Ms. Calvin reports that donations to the Foundation are running ahead of last year. The Foundation continues to cultivate donors.

#### **Friends Liaison Updates**

Ms. Litten reported that the Friends of Robbins Library are focusing on building a governance committee, programs, and book sales. There was no notice of a Friends of Fox meeting.

#### **Communications and Announcements**

Ms. Radochia thanked the Board for the flowers in honor of her 40 years of service to the Board of Trustees.

#### **Unanticipated Items**

There were no unanticipated items.

#### **Date of Next Meeting: January 12, 2021**

The next meeting will be held on January 12, 2021.

#### **Adjournment (vote)**

Ms. Fennelly moved to adjourn. The Board held a roll vote. Ms. Calvin voted aye, Mr. Delmolino voted aye, Mr. Gates voted aye, Ms. Hampe voted aye, Mr. Quinlan voted aye, Ms. Radochia voted aye. The meeting adjourned at 9:03 p.m.